

**CITY OF WESTMINSTER  
COMMUNITY DEVELOPMENT**

**PARKING LOT & SIDEWALK SALE PERMIT**

**PERMIT NO.** \_\_\_\_\_

<b>BUSINESS NAME (please print):</b> _____	
<b>BUSINESS ADDRESS:</b> _____	<b>APN:</b> _____
<b>APPLICANT:</b> _____	<b>PHONE:</b> _____
<b>BUSINESS LICENSE #:</b> _____	<b>EXPIRATION DATE:</b> _____

[Title 17, Article 5, Chapter 17.540.015 B\(1\)\(b\)](#) of the Westminster Municipal Code requires that a Parking Lot or Sidewalk Sale Permit be obtained for all outside displays of three (3) or more items of merchandise. Parking lot sales and sidewalk sales must comply with the following regulations:

1. Each business location or shopping center is limited to six (6) Parking Lot or Sidewalk Sale Permits per calendar years, which are limited to no more than three (3) consecutive days in duration, and sales must occur a minimum of four (4) days apart.
2. The business may only sell goods or merchandise which is regularly sold inside the business.
3. Amplified sound, public address systems, and amplified or live music are not permitted.
4. The use of the public sidewalk and public right-of-way is prohibited. Only sidewalks within a shopping center may be utilized, and the sidewalk must be large enough to accommodate the display of merchandise and maintain a minimum pedestrian walkway of three (3) feet.
5. No more than three (3) parking spaces, or ten percent (10%) of the parking area on lots with over one hundred (100) spaces, may be utilized for the sale.
6. No emergency access or handicapped parking spaces may be used or blocked off for the sale.
7. Tents or canopies exceeding 100 square feet require Orange County Fire Authority approval.
8. Any temporary signs used for the sale require approval of a Temporary Sign Permit.
9. Parking lot sales require the written approval of the property owner or property manager which must be attached to this completed application, containing the following information:
  - a. Property layout, including property lines, streets, building locations and dimensions.
  - b. Parking lot layout, including a count of parking spaces and locations of aisles and entries.
  - c. Dimensions of sidewalk, if a sidewalk sale is proposed.

<b>PERMIT TYPE:</b>	<b>SALE DESCRIPTION:</b>
<input type="checkbox"/> <b>SIDEWALK</b>	<b>Types of Merchandise:</b> _____
<input type="checkbox"/> <b>PARKING LOT</b>	_____
_____	
<b>START DATE:</b> _____ <b>END DATE:</b> _____	
<b># OF PREVIOUS PERMITS:</b> _____ <b>Total Days:</b> _____	

I have read, understand and agree to the requirements listed above:

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Issued By